

Personnel Committee Agenda

October 6, 2015, 6:00 PM

Quorum Court Room

~~1) Title Changes Only:~~

- ~~a) Change Administrative Assistants' Titles to Chief Deputy for the Assessor, Circuit Clerk, and Collector.~~
- ~~b) Change PC Support Specialist position title to IT Support Specialist~~

~~2) Request to Increase Wage Rate for Election Workers (Tena O'Brien and Kim Dennison)~~

- ~~a) Poll workers from \$8.00 per hour to \$9.00 per hour~~
- ~~b) Poll sheriff's from \$10.00 per hour to \$11.00 per hour~~

~~3) Request to Increase Meeting Pay for Equalization Board Members from \$100 per day to \$125 per day and add budget line for 2 temporary clerks (Tena O'Brien)~~

~~4) Reorganization Request from Accounting Department (Brenda Guenther)~~

- ~~a) Delete Payroll Manager (grade 17) and add Payroll Coordinator (grade 10)~~
- ~~b) Add part time Accounts Payable Specialist~~

~~5) Reorganization Request from Human Resources Department (Barb Ludwig)~~

- ~~a) Delete Payroll Coordinator (grade 10)~~
- ~~b) Add Database Coordinator (grade 9)~~

~~6) Request for Additional Staffing and Grade changes from the Information Technology Department (Eddie Mahar)~~

- ~~a) Add (1) Network Analyst—grade 16 and (2) IT Support Specialist—Grade 14 for a total of (3) new positions~~
- ~~b) Change in grade for Programmer from grade 16 to grade 17, increase in wages~~
- ~~c) Change in grade for Systems Analyst from grade 15 to grade 16, change in wages~~

~~7) Request for Wage Review for four positions in the Maintenance Department (John Sudduth)~~

- ~~a) Adjustment in wages for Maintenance Technician due to inequities in internal wage inequities.~~
- ~~b) Adjustment for Electrician/HVAC Technician due to external labor market inequities~~

~~8) Request for Additional Staffing from Environmental Services Department (John Sudduth)~~

- ~~a) Add (1) Additional Environmental Service Officer (grade 11)~~

~~9) Request for Additional Staffing and Grade Changes from the Sheriff's Office~~

- ~~a) Add (4) Deputy I's (grade 11) and (2) Deputy II's (grade 12) — One of the Deputy I's being requested is for Administration/Courthouse Security detail. For a total of (6) new positions~~
- ~~b) Increase grade for Warrants/Records Secretaries from a grade 5 to grade 6. This requires increasing the wage of one of the secretaries to bring her to the minimum of the new grade.~~
- ~~c) Delete Property Evidence Clerk (grade 5) and add Staff Assistant — Property/Evidence (grade 6), increases wages.~~

~~10) Request for Wage Adjustment from Judge Karren (Brad Karren)~~

- ~~a) Increase the wages of the Court Security Officer, Grade 11 due to internal wage inequities~~

~~11) Request for Additional Staffing from the Juvenile Detention Center (Denyse Collins)~~

- ~~a) Add (1) Senior Juvenile Detention Worker, (grade 9)~~

~~12) Request for Reorganization and Position Grade Changes from the Prosecuting Attorney's Office (Nathan Smith)~~

- ~~a) Delete: Business Manager (grade 11), File Clerk (grade 4), Receptionist (grade 5), Judicial Collections Clerk (grade 5), and (1) Assistant Hot Check Coordinator (grade 6)~~
- ~~b) Add Office Manager — Administration (grade 12), (2) Prosecuting Attorney Clerk (grade 5); Staff Assistant Judicial Collections (grade 6), and (1) legal secretary I, wage adjustments for grade increases.~~

~~13) Request for Additional Staffing Fire Services (Marc Trollinger)~~

- ~~a) Add (1) Assistant Director of Fire Services (grade 14)~~

~~14) Request for Additional Staffing Road Department (Jeff Clark)~~

- ~~a) Add (3) Operator I's (grade 6); (2) Welder/Mechanics I's (grade 9); (1) General Laborer (grade 3); and (1) Truck Driver I (grade 5). For a total of (7) new positions.~~

15) Longevity Pay (Barb Ludwig)

16) Vehicle Policy (Barb Ludwig)

17) Discussion of Elected Official's Raise Process (Barb Ludwig)

18) Discussion of Employee's Raises (Barb Ludwig)

19) Priority Ranking of Requests